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BULLETIN NO. 02-1

FEB 02

CENTRALIZED INSTALLATION MANAGEMENT (CIM)

Most of you are probably aware of the CIM proposal. The Assistant Secretary of the Army (Installations and Environment) and the Assistant Chief of Staff for Installation Management (ACSIM) will centralize management of installations Army-wide. It will be managed regionally for active installations and centrally for excess and Base Realignment and Closure (BRAC) property. Details of implementation will be worked out over the next 6 months with the Major Army Commands (MACOMs).

Impact on the U.S. Army Materiel Command (AMC) -- all Operations and Maintenance, Army (OMA) and Army Family Housing base support resources will be centrally managed by Headquarters, Department of the Army (HQDA) and provided to installations through the CIM structure. All base support personnel at excess, BRAC, and the following active OMA funded Installations transfer to the CIM structure: Aberdeen Proving Ground; Soldier Systems Center (Natick); Fort Monmouth; Redstone Arsenal; Selfridge; Picatinny Arsenal; Detroit Arsenal; and Adelphi Laboratory Center.

The staffs of the Army Working Capital Fund (AWCF) installations, the Government-owned, contractor-operated plants, and the four excess chemical sites remain under AMC for command and control. The current plan proposes that both AMC and the CIM structure will provide above installation level support for these Installations. We expect that HQ AMC and the Major Subordinate Commands (MSCs) will be responsible for command and control functions and the CIM will provide support in the current ACSIM functional areas. We are still working out the details. Implementation is planned for 1 Oct 02.

Status -- The Implementation Planning Team is preparing an Organization and Operation (O&O) concept.

Comments on the most recent draft were sorted by functional area and provided to the HQDA

proponents of those functions, who have been asked to develop detailed management plans for their function. Final functional drafts are due mid-Feb. These will form the basis for documenting the organizations and will also form the basis for the resource reconciliation process in March (see next paragraph).

To implement this plan, DA funding and manpower for base support will be realigned from all the MACOMs. Further functional transfers realign resources from the MACOMs, specifically Management Headquarters. Program Budget Decision (PBD) 715 executed this transfer. A total of 136 MACOM spaces were transferred from AMC to HQDA (it includes all of the DCS for Installations and the USAMC Installations and Services Activity (AMC I&SA), 108 of the 136 spaces). A reclama for a portion of these spaces is under development. The resource reconciliation process is to occur during the POM process. (AMCIS/Mr. Abdelnour/DSN 767-9042)

FACILITIES ENGINEERING

MINIMIZE SAFETY HAZARDS IN HIGH VOLTAGE OVERHEAD LINE MAINTENANCE.

Many AMC installations have installed aerial cut-out fuses, load-break switches, and other control devices on 12.47 kilovolts primary overhead power distribution lines. These control devices are necessary for isolation of power supply from one area to another when needed due to a fault and to facilitate maintenance work during a power outage or other emergency.

A few installations have installed aerial cut-out fuses on overhead circuits supplying power to a group of electrical substations located on various parts of the installation. Some of these substations do not have individual primary disconnect switches on the high voltage side to isolate the power supply from overhead circuits. Therefore, when these substations need maintenance work or isolation of power from one area to another, the



maintenance people need to open and close the aerial cut-out fuses under loads to disconnect primary power supply to substations or areas. Heavy arcing during opening and closing of these fuses creates safety hazards to personnel since the cut-out fuses are not suitable for operation when overhead circuits remain connected to electrical loads.

The load-break switches are rated for use under loads and are suitable for use on overhead circuits application. Those installations experiencing a heavy arcing problem on overhead circuits with cut-out fuses may install load-break switches ahead of cut-out fuses to minimize arcing and facilitate safe maintenance work. Please contact AMC I&SA if you need more information. (AMXIS-C/Mr. Biswas/DSN 793-5832)

ANNUAL WORK PLAN (AWP). An accurate, comprehensive AWP is vital to the budgeting process and to the effective execution of the Directorate of Public Works (DPW) program. The AWP is normally planned in the 2d quarter of the planning year, with changes and updates in the 3d and 4th quarters. It should be ready and approved by the commander at the beginning of the execution year. An approved AWP is required for planning work. During our Facilities Engineering/Energy Programs Review (FE/EPR) visits we found some installations were not preparing AWP's each year and existing AWP's were not approved and signed by commanders. Also, some sites did not prioritize the projects. AWP is a tool that a site could use to fund unfunded projects at yearend if funds become available. Prioritizing projects would help sites spend scarce yearend dollars wisely on the most important project. AR 420-10, Management of Installation Directorates of Public Works (DPW), 15 Apr 97, places the responsibility for developing an AWP on the DPW. (AMXIS-C/Mr. Yerra/DSN 793-8290)

REQUEST FOR WORK DOCUMENTS (DA FORM 4283). Work management personnel receive work requests other than service orders on DA Form 4283, Work Request Document, or similar site approved work documents from tenants. DPW personnel estimate the cost to accomplish this work. In this process they identify the type of work to be done (K -- maintenance and repair or L -- construction) and get tenant approvals for the cost. The commander or his designated person in the DPW (usually Chief, Engineering Resource Management Division) approves the work request by signing DA Form 4283. During our FE/EPR reviews we noticed some sites have not been classifying the work or are misclassifying the work. Some DA Forms 4283 were not signed by approving authorities and yet work was accomplished. AR 420-10, paragraph 1-4h(3), sets the responsibility for coordinating the approval of site maintenance, repair, and construction projects on the DPW. Paragraph 4-1 requires that project work will not be started without prior written project approvals from the proper authority. (AMXIS-C/Mr. Yerra/DSN 793-8290)

BOND IT TOGETHER. The major concern in the protection of structures and/or loading platforms for explosive operations is the occurrence of harmful

potential differences among the conductors of the lightning protection system, grounded metal structures, and other utilities. The resistive and inductive effects of lightning strikes can cause potential differences of such a magnitude that dangerous arcing can occur. In order to reduce the possibility of arcing, it is necessary to equalize potentials by bonding all grounded metal bodies to the lightning protection system. All grounding media in and around structures and/or loading platforms should be interconnected to provide a common ground potential. Remember, this includes interconnection of grounded railroad tracks, metal structures, utilities, and the lightning protection system. (AMXIS-C/Mr. Taylor/DSN 793-6656)

NEW POC AT ACSIM FOR YOUR REDESIGNED ARMY DEFENSE UTILITY ENERGY REPORT SYSTEM (DUERS) DATA SYSTEM (RADDS) QUESTIONS. I just found out that our good friend Andrew Jackson is now doing other things at ACSIM and is no longer available to answer our RADDS questions. Do not despair, all is not lost. We do have another POC now and her name is Ms. Benu Arya. She works for ASPEX, a contractor for ACSIM, and is available to answer your RADDS questions. Call her at (703) 428-7348 or post your questions to the RADDS bulletin board along with your phone number. You will receive a call back. Also, another avenue to help with any questions would be to try the online tutorial. I've been told it is still active. Feel free to call me too. We're all in this together so we can make it work. (AMXIS-C/Mr. Reeves/DSN 793-8292)

INSTALLATION OF PROPERLY SIZED TRAFFIC SIGNS. AR 420-72, Transportation Infrastructure and Dams, 1 May 00, provides the Army's regulatory criteria for installation and maintenance of traffic signs on our installations. Traffic engineering provisions reference the Manual on Uniform Traffic Control Devices (MUTCD), ***adherence to which is mandatory and public law.*** Proper sign size and reflectivity are important for ***safety and protection against liability.*** Some installations have begun to install minimum size signs or signs that are too small for the given traffic application. Sign sizes are stipulated in MUTCD and shown in the U.S. DOT Standard Highway Signs Manual (Binder). You should be careful not to use bike path sized signs for general traffic signing and to use standard sizes, not minimums, unless low traffic volumes and location conditions make it permissible IAW MUTCD. A typical misuse is that of the R1-2 Yield sign in which a 24" x 24" x 24" (triangle) sign is used instead of the 30" x 30" x 30" standard. Remember that size or "Target Value" is important as well as night-time reflectivity. (AMXIS-C/Mr. Reindl/DSN 793-8264)

WORK CLASSIFICATION - SPRUNG SPAN (SS) SHELTERS. Sprung Instant Structures is the manufacturer of these SS shelters. The manufacturer claims these shelters as relocatable structures. How do we classify them?

- ◆ **Background:** They are built with a slab-on-grade floor and use aluminum H-section arch members anchored to the concrete to provide a span. Two

layers of fabric are stretched between spans (one on the inside and one on the outside) and clamped down. Insulation is placed between the two-fabric layers.

♦ **Analysis:** Even though the manufacturer (<http://www.sprung.com>) classified these shelters as relocatable structures, they do not fit the definition of the Army's guidance for the following reasons:

- They require assembly at the site (not pre-assembled at the factory as one unit) and they are not mobile (with axles) structures. These shelters do not fit the definition of relocatable buildings.
- They are no different than tents with tougher vinyl fabric cover (personal property).
- Congress might authorize these shelters through the Military Construction, Army (MCA) program similar to the Chem Demil Program to speed up procurement to meet urgent needs and reduce cost by building temporary/semi-permanent shelters. However, we classify work based on function, not based on vendor self-interest and not based on how they are funded.

♦ **Summary:**

- They are classified as personal property (non-expendable and durable equipment which costs greater than \$2,500/per item) and should be identified on the Property Book (PB) as a hand receipt item.
- They are not considered as relocatable buildings requiring authorization from the Department of the Army (DA) to keep beyond the 3-year limitation.
- A DD Form 1354, Transfer and Acceptance of Military Real Property, is not required. However, all personal property items (includes process equipment, equipment-in-place, non-consumable, and durable items costing greater than \$2,500) should be included as an attachment to DD Form 1354 when the Corps of Engineers (COE) transfers real property to the installation as a part of construction projects. This will help equipment managers to manage and maintain the PB in an efficient manner. (AMXIS-C/Mr. Penmatcha/ DSN 793-8296)

MARCH IS NATIONAL NUTRITION MONTH. The American Dietetic Association National Nutrition Month Theme for 2002 is "Start Today for a Healthy Tomorrow." Eating is one of life's greatest pleasures. Americans of all ages benefit from making healthful eating, physical activity, and lifestyle choices. Trying new foods and new physical activities can jump-start your plans for health. Eat a variety of foods, using moderation when selecting portion sizes, and balancing your choices over time.

Taking the first step toward making healthful choices can be easy if you enlist help from friends and family. This year, start today for a healthy tomorrow. (AMXIS-C/Ms. Taylor/DSN 793-8365)

INTEGRATED FACILITIES SYSTEM (IFS) WORK REQUEST DOCUMENT NUMBERS.

Some AMC installations have requested assistance from AMC I&SA in resolving problems with duplicated work request document numbers. We have discovered that installations are somewhat reluctant to "purge" their work orders and may have open work documents that date back to the early 1990s. Installations are reminded that in IFS, the work request document number contains a one-position Fiscal Year (FY). Therefore, a document generated for the same customer/serial number in FY 92 could potentially duplicate a document generated in FY 02. This problem can be eliminated by closely reviewing open work documents older than 3 FYs to ensure they have the correct Current Work Status. Additionally, The IFS Systems Administrator is able to run the Historical Data Purge which will "archive" to tape the completed, cancelled, or disapproved work documents. The IFS Technical Manual recommends that this purge program be run annually. Installations may contact AMC I&SA for assistance. (AMXIS-C/Mr. Yerra/Ms. Jennings/DSN 793-8290/5907)

IFS DISPOSAL RECORDS. AMC I&SA personnel reviewed disposal records reported to HQIFS 30 Sep 01. AMC installations reported over 1,500 disposal records with critical disposal data missing. As a reminder, when IFS generates the HQIFS Disposal flag, a "delete" transaction is also generated for the Defense Property Accountability System (DPAS). Installations should not manually delete facility records from IFS. Additionally, you should not enter the RPF Reportability Code for the facility until the facility has been disposed of physically. For further information, installations may refer to the AMC I&SA Trifold "ENTERING DISPOSAL COMPLETION INFORMATION," dated Aug 01. If you have questions concerning facility reduction reporting requirements, please contact Mr. Yerra, DSN 793-8290. (AMXIS-C/Ms. Jennings/DSN 793-5907)

IFS AND DPAS INTERFACE. DPAS Change Package 15.0 changed data requirements in DPAS for real property data, and records sent on the interface from IFS created new error conditions. DPAS data requirements were not properly coordinated with the IFS system design team and were not incorporated into IFS. This disconnect between the two systems has caused numerous errors and confusion to installation personnel. The release of these change packages was very close to the end of the FY and had an impact on the installation's financial statements. Many installations were unable to correct all of the interface errors by the end of the FY. Installation personnel should be reviewing and correcting IFS Reconciliation Reports. This office will assist with any questions. (AMXIS-C/Ms. Terrill/Mr. Troyer/DSN 793-5646/8297)

REAL ESTATE

THE HQ AMC REAL ESTATE MANAGEMENT DIVISION (AMCIS-R) INDIVIDUAL MOBILIZATION AUGUMENTEE (IMA) IS CALLED TO ACTIVE DUTY.

MAJ Bill Voelkner, assigned to AMCIS-R as an IMA, has been called to active duty. MAJ Voelkner served his 2001 annual tour with AMCIS-R from 10-21 Sep 01, and was subsequently recalled to active duty pursuant to the Presidential Executive Order of 14 Sep 01. MAJ Voelkner has been called up for a period of up to 1 year unless extended or terminated by proper authority. He will provide significant value to AMCIS-R during the mobilization period. MAJ Voelkner is assigned the responsibility for the HQ AMC Emergency Evacuation Plan and Force Protection (FP) related issues. We look forward to MAJ Voelkner's contributions during his active duty assignment. (AMCIS-R/Mr. Carter/DSN 767-9895)

AMC'S INITIATIVE ON IMPROVING THE DISPOSAL PROCESS FOR EXCESS REAL PROPERTY.

Transfer of excess Army installations to the COE for management and disposal of real property was implemented at Cornhusker Army Ammunition Plant (CHAAP) as a test. The initiative to transfer CHAAP to the COE is now completed. The COE assumed accountability for the real property on 19 Dec 01, and is now the Army's real property administrator for CHAAP. AMC and the COE coordinated and cooperated in developing the implementation plan for reassignment of CHAAP. The plan covers management and disposal of AMC excess installations, beginning with CHAAP as the test case, and has been approved and accepted by AMC and the COE. The COE is now responsible for preparing and disposing of real property at CHAAP. They will manage the property until all of it is disposed of and removed from the Army's inventory. The COE will continue doing the environmental remediation and preparing documents required to dispose of the remaining property at CHAAP.

AMC prepared and submitted to the COE the signed DD Form 1354 that supports this initiative. This initiative was briefed to the Deputy Assistant Secretary of the Army for Installations and Housing, ACSIM, the Director of Military Programs, and the COE and they approved and supported this reassignment. The Deputy Assistant Secretary of the Army approved the reassignment Aug 01. (AMCIS-R/Ms. Chuck/DSN 767-9002)

REAL ESTATE DISPOSAL MANAGEMENT COURSE.

The next Real Estate Disposal Management Course will be offered at the Days Inn, Springfield, VA 4-7 Mar 02. The official course is titled, "Disposal of Real Estate Interest - 301." The course of instruction will be conducted by RoMiCo, Inc. and provides information to dispose of installations utilizing various authorities. The training is designed for the action officer who possesses a working knowledge of real estate. The pursuit of providing timely disposals that complete mission requirements is one of the main objectives of the course.

Other courses being offered by RoMiCo in 2002 include: Principles of Real Estate 101 and Outgranting Real Estate 201. Principles of Real Estate 101 will be offered 19-24 May and Outgranting Real Estate 201 will be offered 15-19 July at the Days Inn, Springfield, VA. To register for any of the courses, complete the registration form and forward to RoMiCo, Ltd., 6088 Franconia Road, Suite C, Alexandria, VA 22310-1720. You may contact RoMiCo at (703) 924-0800. The telephone number for the Days Inn is (703) 922-6100, and the address is: Days Inn, 6721 Commerce Street, Springfield, VA 22150. (AMCIS-R/Mr. Carter/DSN 767-9895)

MCKINNEY ACT REPORTING POINT OF CONTACT (POC).

Effective in Nov 01 the Army proponent for the McKinney Act changed. ACSIM has been funding a position at USACE to meet the Army McKinney requirements. With a reorganization at HQDA, a decision was made to bring the McKinney responsibility back into ACSIM and not reimburse the COE for this effort. ACSIM is now the proponent on the Army Staff for Title V of the Stewart B. McKinney Homeless Assistance Act; the ACSIM POC is Ms. Julie Jones. R&K Engineering is assisting ACSIM with the McKinney requirements until a Government position is filled to handle this responsibility. The R&K Engineering POC is Mr. Tom Gerard. The address for forwarding checklists, quarterly reports, and other reporting requirements regarding unutilized, underutilized, excess, and surplus Federal real properties is: R&K Engineering, ATTN: Tom Gerard, 1737 King Street Suite 370, Alexandria, VA 22314. Tom's phone number is (703) 683-7100, ext. 208. (AMCIS-R/Mr. Carter/DSN 767-9895)

SIGNATURE AUTHORITY FOR REAL ESTATE LEASES AND TRANSFERS FOR FINDING OF SUITABILITY TO LEASE (FOSL), FINDING OF SUITABILITY FOR TRANSFER (FOST) AND ENVIRONMENTAL CONDITION OF PROPERTIES (ECOP).

The signature authority for all FOSTs, FOSLs or ECOPs, except those with Unexploded Ordnance (UXO), has been delegated to the Major Army Commands (MACOMs). Category 7 properties are not transferable, and the DASA(ESOH) signs all early transfers and FOST, FOSL, or ECOP with UXO. DA PAM 200-1, covering signature authorities, should be published soon and will address all the above described signature authorities. (AMCIS-R/Mr. Carter/DSN 767-9895)

REAL ESTATE CONTAINING ORDNANCE AND EXPLOSIVES (OE).

The DOD Safety Board has prepared draft regulation DOD 6055.9 for real estate containing OE. Property that contains OE will not be transferred or leased to non-DOD entities without first performing an appropriate OE response action. (Examples of responses are removal, land use controls, engineering controls, and decisions of "No DOD Action Indicated." An explosives safety submission is required

in order to obtain approval for the recommended response to the OE, regardless of the type of response recommended. For property transferring to another

Federal agency, the DOD component and the receiving Federal agency will execute, prior to initiation of the OE response action, a memorandum of agreement defining the area extent of OE, land use restrictions, controls established on the property, and responsibilities of the parties.

Land transfer and land lease documents will give notice of the property's prior use and describe the types of known or suspected OE on the site, OE response actions taken, and, if applicable, provide an estimate of any OE remaining on the site. Land transfer and land lease documents will specify restrictions on use of the property and state that any future use of the property that is inconsistent with these use restrictions will present explosives safety hazards. In those cases where UXO are known or suspected to remain below the clearance depth, land transfer and land lease documents will address circumstances under which soil disturbance below the site-specific clearance depth is permissible and will advise the property recipient not to excavate or drill below the clearance depth without first obtaining OE construction or avoidance support. (AMCIS-R/Mr. Carter/DSN 767-9895)

ATM, BANKS, AND CREDIT UNION OUTGRANTS.

ATM, bank, and credit union leases/licenses are issued under 10 United States Code (USC) 2667. Leases/licenses issued under real estate statutes are required irrespective of where the facility is located on the installation. Real Estate outgrants are required even if the facility is located in an Army and Air Force Exchange Service building (PX, commissary, etc.). Rental income from 10 USC 2667, 10 USC 2668, and 10 USC 2669 agreements is returned to the installation/MACOM for their use. Administrative fees should be charged for both new and renewed ATM, bank, and credit union leases/licenses at the discretion of the installation commander. If the installation waives administrative fees, the installation will have to fund the cost of issuing, amending, renewing, managing, or terminating these agreements. There is no prohibition against charging administrative fees for no cost leases or licenses. This decision rests with the installation.

The credit unions must be organized under State law or IAW the Federal Credit Union Act (12 USC 1751). Accountability/ownership of new structures constructed by banks & credit unions rests with these organizations, not the installation, under most circumstances. When the outgrant agreement terminates, the grantee has the right to remove all their property. If the grantee abandons the property, ownership reverts to the installation. The installation may seek to recover removal costs of the structure from the former grantee. There is a 95 percent membership criteria for credit unions. This criteria is comprised of military personnel, Federal employees, retired military, and their families. (AMCIS-R/Mr. Carter/DSN 767-9895)

ARSENAL AND DEPOT FACILITY PROGRAMS FOR THE FUTURE. Utilization programs are being developed in hopes of providing an implementation plan that would

shortcut and clarify existing methods and procedures. One of these programs is the Arsenal Support Program Initiative (ASPI). Test arsenals initiated the program with Pine Bluff Arsenal, Pine Bluff, AR; Rock Island Arsenal, Rock Island, IL; and Watervliet Arsenal, Watervliet, NY. Other installations could be added as determined by HQ AMC. The purpose of the ASPI demonstration program is to help maintain viability of the Army manufacturing arsenals, provide utilization of existing skilled workforce, and provide reemployment and retraining of skilled workers by commercial firms. Another program was initiated at Anniston Army Depot (ANAD), Anniston, AL. ANAD is partnering with contractors to complete mission requirements and reduce expenditures. These programs will greatly affect the utilization of the Army's real estate facilities; therefore, AMCIS-R will remain involved in planning, implementing, and monitoring these new programs. (AMCIS-R/Mr. Wilson/DSN 767-3634)

ARMY TRANSFERS AND LEASES ALL FACILITIES AT DEFENSE SUPPLY CENTER PHILADELPHIA (DSCP) TO THE PHILADELPHIA INDUSTRIAL DEVELOPMENT CORPORATION (PIDC).

On 9 Oct 01 the Army executed a very complicated, time consuming transfer of facilities at DSCP. The transfer included an air rights deed for all buildings at the installation as well as a Lease in Furtherance of Conveyance (LIFC) of all land underlying the buildings. The Defense Logistics Agency retains responsibility for an ongoing clean up of a petroleum plume in the ground water beneath most of the property. The property at DSCP that is not affected by the plume was transferred to PIDC using a "normal" quit claim deed.

This transfer resulted in major cost avoidance for the Army in terms of Operation and Maintenance (O&M) of the buildings at DSCP. PIDC also paid \$265,000 in consideration for transfer of the buildings at DSCP. (AMCIS-R/Mr. Goetz/DSN767-9282)

INSTALLATION REAL PROPERTY MANAGERS NEED TO COORDINATE FP MEASURES.

As a result of the terrorist attacks on 11 Sep 01, most installations have implemented additional FP measures to heighten security. These measures can have significant impacts on tenant activities that are utilizing Army facilities via outgrants such as leases, licenses, and permits. It is imperative that installation real property managers coordinate closely with their provost marshal, legal office, COE District, and MSCs to provide all tenants with information concerning changes to base access procedures, internal security measures, and other FP requirements. Installation real property managers should also ensure that any Army occupied facilities off the installation are included in FP analysis. (AMCIS-R/Mr. Goetz/DSN767-9282)

BASE REALIGNMENT AND CLOSURE (BRAC)

BRAC TRANSFER AND PRIVATIZATION OF RED RIVER ARMY DEPOT (RRAD's) UTILITIES. The RRAD BRAC Economic Development Conveyance (EDC) was approved Jun 99 by the Army Secretariat. The 765 acres of surplus land and 128 facilities were transferred or leased in furtherance of conveyance to the Red River Redevelopment Authority (RRRA). The RRRA also requested RRAD's utility systems (water, wastewater treatment, industrial wastewater treatment and electric) in their EDC application to support their redevelopment plans. In exchange, the RRRA committed to providing continued utility services to RRAD and wastewater treatment service to Lone Star Army Ammunition Plant (LSAAP) at rates and terms favorable to the Army. BRAC disposal of RRAD's utilities vice competitive privatization meets the Army's utility privatization goals while at the same time assists the local community in its post-BRAC economic revitalization efforts.

Contract negotiations between RRAD, LSAAP and RRRA have concluded and resulted in an agreement to transfer RRAD's utility systems to RRRA under BRAC EDC authority. ***Long term O&M savings to AMC are expected to yield at least 10 percent for the "wet systems" (water, wastewater & industrial wastewater treatment) and 40-60 percent on electric.*** Of particular note, RRRA's "wet systems" contract will maximize Army O&M savings through providing service rates and terms that are favorable to AMC, while at the same time ensuring system infrastructure is properly maintained and earmarking funds for expected future capital improvement projects.

Transfer of RRAD's electric system and water treatment plant to RRRA is imminent. LIFC documents are being prepared to enable RRRA to take over the RRAD industrial wastewater treatment system and wastewater treatment system pending completion of environmental clean-up work. (AMCIS-B/Mr. McLaren/DSN 767-2576)

ENVIRONMENTAL QUALITY

CULTURAL RESOURCE TRAINING. The University of Nevada-Reno is offering a course entitled "Survey and Inventory Planning: Documenting Historic Resources." Through lectures, discussions, and a short field session, this 3-day course will discuss the role of survey and inventory in the Cultural Resource Management process. Historic resource surveys and inventories are essential to historic preservation planning and cultural resource management. Tuition cost is \$450, and the class dates will be 20-22 May 02 at the University of Nevada-Reno. You may obtain additional information from the University by calling (775) 784-4062 or visiting their website at <http://www.dce.unr.edu/hrm>. (AMXIS-U/Mr. Sharp/DSN 793-6258)

ORGANIZE YOUR WATER QUALITY MONITORING RESULTS. Installations should develop and maintain a good filing system for water quality monitoring results. During FY 01 Environmental Compliance Assessment System visits, the drinking water reviewer noted

incomplete water quality monitoring on several occasions. In many instances it was the result of poor, or lack of, filing of water quality monitoring results. In other words the installation/water supplier had performed the monitoring but had filed them improperly or lost them. This resulted in some installations requiring several hours to several days to produce monitoring files that, in some instances, were still only partially complete.

It is the water supplier's responsibility to properly file all water quality monitoring results and retain records for the regulatory required amount of time (this varies from 5 years for bacteriological monitoring results to 12 years for lead/copper tests results). We suggest maintaining all lead/copper monitoring records for 12 years and all other monitoring results for at least 10 years. Water suppliers must be able to provide a complete organized package of water quality monitoring results within a short timeframe to the regulator. With a good filing system, water suppliers should be able to provide all water quality monitoring results within 30 minutes. It is difficult for the regulator to perform the inspection with incomplete files and may result in a Notice of Violation.

Water suppliers should organize their monitoring files according to timeframe and the type of test. For example, the state may require the water supplier test for organics once during each 3-year compliance period. So water suppliers should file the results as "Organics 1998-2001." They should file annual tests such as nitrate together, in order by year performed, in a folder separate from other tests results. They should file state granted waivers from monitoring for a specific test in a folder titled for the specified test. It is a good idea to annually review and update accordingly the drinking water monitoring files. (AMXIS-U/Mr. Waring/DSN 793-8366)

PAINT STRIPER PROTECTS ENVIRONMENT AND PROMOTES WORKER SAFETY. The new paint striper at the Fort Riley DPW protects the environment and promotes a safe and healthy workplace for Fort Riley workers and soldiers. We wanted to be sure AMC installations are aware that water-based paint is successful for road striping.

In Apr 98 the Directorate of Environment and Safety (DES) Pollution Prevention Division recommended a switch to water-based paint for striping roads. The DPW researched the suggestion and in May 00 purchased the new water-based paint striper. "Water-based paint is safer to use because it contains no hazardous lead or chromium," said John Shimp, Hazardous Waste, Pollution Prevention, DES. "Its use decreases volatile air emissions and worker exposure to hazardous materials, so protective clothing is not needed and cleanup requires only soap and water. Replacing the oil-based paint with water-based paint also eliminates the use of flammable

cleaning solvents and the need for a hazardous waste accumulation point."

Water-based paint has the same application properties as oil-based paint. The paint may separate but can be

remixed. Once mixed, the paint remains in suspension for 2 weeks. The Kansas Department of Transportation has been using this water-based paint for the past few years and has determined it is as durable as the oil-based paint.

This article is from the 1 Apr 01 edition of U.S. Army Environmental Center's Fielding Environmental Solutions. (AMXIS-U/Mr. Renz/DSN 793-8257)

HAZARDOUS SCRAP METAL MAY BE EXEMPT FROM RESOURCE CONSERVATION AND RECOVERY ACT, SUBTITLE C (RCRA-C). Recycled hazardous waste regulation scrap metal may be exempt from RCRA-C. The exemption is contained in 40 CFR 261.6(a)(3)(ii). In addition, RCRA-C excludes from the definition of solid waste, and thus the definition of hazardous waste, processed and certain other scrap metal being recycled (261.4(a)(13)).

To explain, here's an example: A facility generates a scrap metal which exhibits the toxicity characteristic for lead (D008). The facility intends to send the scrap metal to a reclamation facility. Must the facility handle this scrap as a hazardous waste, including compliance with manifests, until the material is actually placed in the reclamation unit?

The answer is "No." The facility would not need to manage as hazardous waste scrap metal destined for reclamation, which is not otherwise excluded under 261.4(a)(13), before placement in the reclamation unit, and would not need to manifest shipments of the material. Scrap metal intended for reclamation is exempt from RCRA-C regulation at the point of generation. The only catch is the facility must ensure the material is reclaimed. If not reclaimed, then the material remains subject to all applicable hazardous waste regulations at the point of generation. (AMXIS-U/Mr. Renz/DSN 793-8257)

LET VIRTUAL EMERGENCY RESPONSE NETWORK (VERN) HELP YOUR RESPONSE TEAMS. After the events of 11 Sep 01 we are even more compelled to ensure our Hazardous Materials (HM) response capabilities are at their best. VERN is a web-based HM response system developed by AMC to provide emergency first responders, HM handlers, and environmental coordinators with important chemical information regarding HMs at a given installation. VERN can help your response teams.

To date U.S. Army Soldier Systems Center has fully implemented VERN and we are evaluating Sierra Army Depot and Redstone Arsenal for VERN development and implementation. VERN is a unique product that is site-

specific and customized to meet specific requirements of local responders and regulators. The tool is a dramatic improvement over other systems that are man-hour intensive to keep updated. VERN intermingles existing

data bases to provide comprehensive, accurate, and updated data to responders.

First responders have at their fingertips valuable information such as gas, water, electrical shut-offs, maps, floor plans, first aid and medical information, wind direction, weather, and more. With this information, responders will know the proper personal protective equipment to use and the emergency medical staff would have an idea of what HMs the victims had been exposed to and how to treat them. When minutes can save lives, having information readily available is compulsory.

Material Safety Data Sheets (MSDSs) alone may not provide enough information for effective, safe response to accidents. VERN uses a combination of sources including the National Fire Protection Association, the Hazardous Substance Databank from the National Library of Medicine's Toxicology Data Network, and the US Coast Guard's Chemical Hazards Response Information System.

Features of VERN include:

- Installation site map, Geographic Information System image of the installation for authorized users to view site maps and floor plans
- HM locations identified by diamonds on buildings
- Clicking on the HM storage location from the main site map generates a web-based report from the compliant HM/hazardous waste data base
- Ability to view and print MSDSs
- Locations of underground and above ground tanks
- Spill supplies locations
- Hydrant locations
- Water shut-off valve locations
- Fire hose, extinguisher locations
- Gas shut-off valves and electrical disconnect switch locations

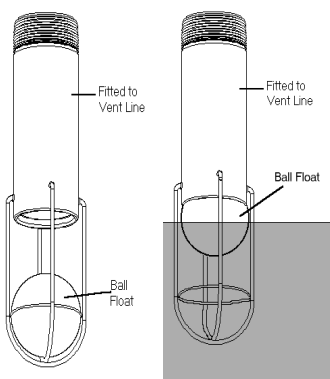
VERN is secure and can only be accessed by authorized individuals using a login and password. VERN is available for use at any AMC installation upon request. If you're interested in learning more about the system or want us to help you establish VERN at your installation, call Mr. Ray Shinbori, AMXIS-U, DSN 793-5431. (AMXIS-U/Ms. LaFrenz/DSN 793-9263).

LEAD-BASED PAINT (LBP) MAY STAY -- LEAD HAZARDS BE GONE! Recently, there has been a great deal of discussion and confusion regarding the terms

“Lead-Based Paint” and “Lead-Based Paint Hazards.” We provide the following information to hopefully clear up any confusion associated with these two terms.

Based on the 1940 timeframe, the presence of LBP in most of our residential facilities is very likely. However, the presence of LBP does not mean interim controls or abatement action(s) are needed. If results of an inspection conducted by a qualified inspector indicate the integrity of LBP (interior and exterior) is not good or surrounding soils are contaminated at certain levels, these conditions may be considered a lead hazard and must be scheduled for interim controls or abatement action(s).

Issues relative to LBP have become very complex during recent years, specifically with joint efforts between EPA and Housing and Urban Development. Should there be questions regarding LBP, lead hazards, training requirements, the contents of this article, or other issues applicable to your Lead Hazard Program, please call us. (AMXIS-U/Mr. Taylor/DSN 793-4455)



BALL FLOAT VALVE AND PUMPED DELIVERIES -- BAD COMBO.

Some new Underground Storage Tank (UST) facilities have petroleum releases due to overfills. The culprit -- the very equipment used to prevent overfills, namely ball float valves. The Environmental Protection Agency (EPA) states in EPA Operating and

Maintaining UST Systems, Aug 00, that you should not use an automatic shutoff device for overfill protection if your UST receives pressurized deliveries. The Petroleum Equipment Institute (PEI) also has recently updated one of its documents to alert operators of possible overfills.

PEI warns the following UST systems should not use ball float valves:

- ♦ Any UST that may receive a pumped delivery (that is, not gravity drop)
- ♦ Any UST system with suction piping and an air eliminator
- ♦ Any UST with both remote and direct fill capability
- ♦ Any UST used for emergency power generation or heating oil

If your UST system meets any of these four conditions, PEI recommends you have the ball float valve removed and replaced with either a drop-tube shut off device or an overfill alarm.

Ball float valves are fitted on the bottom of the vent line and hang down several inches below the top of the UST. When the product level is below the cage, the ball rests at

the bottom of the cage and the vent line is open. As the level of the product rises above the bottom of the cage, the ball floats on the product and rises in the cage. As the delivery continues, the ball eventually seats in the vent line and restricts vapor flowing out the vent line BEFORE the tank is full. If all tank fittings are tight, the ball float valve can create enough back pressure to restrict product flow into the tank--which can notify the driver to close the truck's shutoff valve. In summary, USTs should not use these types of valves with pressurized deliveries or suction piping. (AMXIS-U/Ms. LaFrenz/DSN 793-8263)

INSTALLATION LOGISTICS

THE DPAS DATA BASE CLEANUP TEAM IS COMING TO VISIT YOU.

The DA/AMC DPAS Data Base Cleanup Team is visiting selected AMC installations. The team consists of AMC I&SA and Price Waterhouse Coopers, LLC personnel. Their objective is to ensure that financial data in DPAS complies with the DOD Financial Management Regulation. They are evaluating and directing changes to achieve accurate acquisition costs and dates, compliant depreciation periods, accurate residual values (See Dave Emerick's article below on residual value), correct application of the Fund Code, capital asset activation for depreciation, capital asset source documentation and preparation for the US Army Audit Agency/KPMG audit.

There are also logistical objectives for team visits. They are checking:

- ♦ Assets with a dollar value of \$.01 or \$1.00
- ♦ Correct identification of Automatic Data Processing Equipment software
- ♦ Defense Information Technology Management System/Unique Item Tracking (UIT)/Continuing Balance System-Expanded and sensitive item reporting
- ♦ Correct identification of capital leases
- ♦ National Stock Number/Management Control Number (MCN) validation
- ♦ National Defense Equipment (NDE)/General Property, Plant and Equipment (PP&E) logic
- ♦ Bulk versus serial asset management
- ♦ Correct use of asset codes
- ♦ Use of Loan/Lease Codes for Government Furnished Property.

Here is the visit schedule:

Corpus Christi AD	3-7 Dec 01
Anniston AD	7-11 Jan 02

Redstone Arsenal Support Activity	14-18 Jan 02
White Sands Missile Range	28 Jan-1 Feb 02
Crane Army Ammunition Activity	18-22 Feb 02
Watervliet Arsenal	25 Feb-1 Mar 02
Tobyhanna AD	11-15 Mar 02
McAlester AAP	25-29 Mar 02

We have requested an extension to PWC's contract so we can visit all AMC installation Property Book Officers and assist in making necessary data base corrections. In the meantime, comply with requests from PWC for data corrections and call the team leader, Lisa Smith, DSN 327-0091, if you have questions. The audit allows for only a 3 percent error rate so don't be the installation or command that brings the whole Army down. (AMXIS-L/Mr. M. Morris/DSN 793-8301)

WHEN SHOULD YOU INCLUDE RESIDUAL VALUE IN YOUR DEPRECIATION CALCULATIONS?

Over the past few years there may have been conflicting guidance on the inclusion of residual value when calculating capital asset depreciation. In the past we only addressed the depreciation requirement for those capital assets meeting certain dollar thresholds acquired with AWCF. Now we include general funded equipment with a cost of \$100,000 or more. However, not all depreciation calculations can include the application of residual value.

If your acquisitions are procured using general funds, you will not include residual value in your depreciation processes. If you're using AWCF, you will need to determine proper standard accounting eligibility IAW DOD Financial Management Regulation, Aug 00, Volume 4, Chapter 6, paragraphs D and E.

Residual value is the amount of money you would expect to receive from selling an asset at the end of its useful life. Before you can include residual value as part of your depreciation process **you need to ensure that your command retains the proceeds from the resale of the item.** Too often, when an item comes to the end of its useful life, the local Defense Reutilization and Marketing Office handles disposal of the item. Consequently, proceeds received from the disposal don't come directly back to your command and subsequently you should not have included residual value in your depreciation calculations. A lesson learned here is that without **sufficient documentation** that demonstrates how your command expects a direct return of proceeds from resale of items that included residual value in the depreciation process, you are not in compliance with the basic financial regulation.

Also, if the anticipated **proceeds are less than or equal to 10 percent** of the asset's acquisition cost, the residual value is **not material** for purposes of calculating depreciation. Therefore, you cannot include residual value as part of your calculations. We need to be very careful when we use residual value in calculating depreciation. Most audits of your PB records are now subject to a very detailed review by qualified accountants who are specifically looking at our application of standard accounting practices. The very high visibility on how we manage our capital assets will continue until we can demonstrate that our applications meet standard

accounting practices/procedures. Before you apply residual value to your depreciation calculations we suggest a very careful review to ensure that if your records become the object of an audit, they also include **sufficient documentation** that can easily demonstrate your proper application of residual value. (AMXIS-L/Mr. Emerick/DSN 793-8316)

LOGISTICS MODERNIZATION. As mentioned in our last bulletin, the Standard Depot System (SDS) technical upgrade has been cancelled. Approved legacy system changes will be made, and there will likely be more than we first thought because the Wholesale Logistics Modernization Program (WLMP) development schedule is showing some slippage. Although not officially accepted by the Government at this time, the Computer Sciences Corporation WLMP schedule may slip by at least 6 months, which moves the implementation of the U.S. Army Communications - Electronics Command community to Jul 02. That effort will continue for 6 months just in case they need to get any bugs worked out. Each succeeding MSC (and associated units) is still expected to take 3 months. Testing of many applications has begun, so suggest you monitor that occasionally. Mr. Rich Strosahl from our office is currently spending a good deal of time in Moorestown, NJ helping to test those applications related to installation supply and inventory management. Information system development schedules are always subject to revision and we'll continue to provide you details as they become available.

The WLMP Industrial Base Modernization Study task order is on hold. Centralized Installation Management and other Army transformation efforts may affect this, so stay tuned. (AMXIS-L/Mr. Johnsen/DSN 793-3900).

A POSSIBLE SOURCE OF DOCUMENTATION WHEN ESTABLISHING PROPERTY RECORDS FOR CAPITAL EQUIPMENT.

Recent attention to original receipt documentation for personal property meeting the dollar threshold of capital equipment can be very perplexing, especially if you acquired the property over 2 years ago. It is now a requirement to maintain the original acquisition documentation to verify actual cost and acquisition date of equipment from time of receipt until transfer or turn-in. In the past, maintaining supporting documentation for these receipt processes normally required you to keep the support file for 2 years. This accounting change, brought upon us because of accepted standard accounting procedures, is causing some of you endless administrative work trying to track down copies of the original receipt documents. Most of you are coordinating your attempts to locate supporting documents with your local contracting and resource management functions. We suggest you expand your efforts to include your real property accountable officer.

Most of your installations over the years have expanded mission operational support space using MCA funding to construct new building and or capital improvements to existing real property. In most cases this new or capital improvement construction probably had oversight by COE. If this construction included installment of any

personal property, then you might have additional source documents available to you. At the conclusion of each construction project, COE provides the installation real property accountable officer with a DD Form 1354, Transfer and Acceptance of Military Real Property. As a rule this document will normally have attached a listing of all personal property installed as required by the initial contract. This attached documentation will also include the acquisition cost. If any of the listed property installed included items purchased with other than MCA funding, you could use this as documentation in your supporting files. You will need to be very careful in determining the actual funding source in order to identify what qualifies as MCA or PP&E accountable items. If procurement of an item used MCA funds, then the item is categorized as real property. On the other hand, if procurement used other than MCA funds the item is personal property. Remember, this is just another possible source of documentation you may use in your efforts to establish supporting documentation for on hand capital equipment. (AMXIS-L/Mr. Emerick/DSN 793-8316)

INSPECTION AND TESTING OF AIR AND OTHER GAS COMPRESSORS. During our assistance reviews of the past year we have noted an increasing number of compressors which are not being properly maintained. TB 43-0151 requires a yearly function test of the pressure relief device. This requirement is the same whether a compressor is mobile or installed. While some installations test mobile compressors and others test installed compressors, there seems to be a disconnect on the visibility of this requirement across installation organizations. This is a simple test which only takes approximately 15 minutes to conduct. We suggest that you establish a single organization to take responsibility for compressor maintenance and testing to minimize training and administrative requirements associated with this safety issue. (AMXIS-L/Mr. Mecham/DSN 793-8321)

REMINDER – SYSTEM CHANGES FOR THE AMC INSTALLATION SUPPLY SYSTEM (AMCISS). With WLMP well underway, we must minimize system changes to AMCISS. Therefore, all System Change Requests (SCRs) must first come to this Activity, ATTN: AMXIS-L, rather than to our Central Design Activity in Chambersburg, PA. We will then assess the requirement and determine the priority. (AMXIS-L/Mrs. Monn/DSN 793-6879)

SOURCE DOCUMENTATION FOR CAPITAL ASSETS. You should have already screened your database for capital assets (\$100K and over) and established supporting acquisition cost files. Keep this supporting documentation as long as the asset appears on your accountable records. There may be some instances when you cannot locate the paperwork indicating the acquisition price. When this situation occurs, prepare a memorandum for record that will serve as audit documentation. A sample memorandum follows: (AMXIS-L/Mrs. Grobe/DSN 793-3482)

DATE:

SUBJECT: Source Documentation for (insert capital asset name, stock number, serial number, asset value, Hand Receipt Holder (HRH) number, depreciation activation date used. If more than one asset, you may attach a list/spreadsheet)

This memorandum shall serve as audit documentation in support of the activation date and cost used to calculate depreciation for the above-mentioned capital asset. The original documentation for this asset could not be located. The attempts made to obtain the original information are described below: **(Select one or more)**

1. The Property Book Officer (PBO) attempted to locate the original documentation for this asset but was unsuccessful.
2. Contact was made with the HRH in order to determine if they had the original documentation. This attempt was unsuccessful.
3. We contacted the Budget and Finance Office in an attempt to obtain any original funding and procurement documentation. The searches for these documents were unsuccessful.
4. Contact was made with the Contracting Office in order to obtain any procurement documentation. The searches for these documents were unsuccessful. In lieu of the original documentation on this asset, a decision was made to physically locate the above-mentioned asset and use the date of manufacture from the asset's data plate. This date is **(insert date of manufacture from data place, if more than one date you may attach a list/spreadsheet)** and we will use it to populate the Activation Date Field in DPAS so depreciation can be run for this asset. We estimated, to the best of our knowledge, those assets without a manufacture plate data or documented acquisition costs.

(Signature of PBO)

(Signature of HRH)

DPAS HELP IS AVAILABLE FROM DA. Do you have DPAS questions about cataloging, asset codes, depreciation, mass deletes, etc.? Well, our friends at the DA Deputy Chief of Staff for Logistics have established a help desk to assist you with all your DPAS questions. Price Waterhouse Coopers, LLC provides help desk staffing. They can be reached at (703) 607-0075 or DSN 327-0075. (AMXIS-L/Mr. Oberhardt/DSN 793-6126)

INSTALLATION STATUS REPORT (ISR). The 2002 ISR data call officially began 4 Jan 02. At this time all implementing instructions, training materials, standards, systems software, and user manuals for ISR Program components were made available for downloading from the ISR website -- <http://isr.pentagon.mil>. Processes and software for this year's collection effort are considerably different from last year. You can find detailed information contained in the implementing instructions. The 2002 collection cycle will use either legacy software or new web-based systems. ISR1 and ISR2 will use legacy software, while ISR3 will use web-based applications. MACOMs are responsible for providing input and comments NLT 29 May 02. (AMXIS-L/Mrs. Grobe/DSN 793-3482)

DPAS RELEASE 16. The projected timeframe for the software acceptance test of DPAS Release 16 is Jan 02 with an approximate distribution date to users of Feb 02. Listed below are some of the SCRs scheduled for testing

and inclusion in this release: (AMXIS-L/Mrs. Grobe/ DSN 793-3482)

- Modify the process to download assets to the Portable Data Collection Device (scanner)
- Provide a soft edit in catalog when you enter a duplicate nonstandard Line Item Number (LIN)
- Add the Commercial and Government Entity code to the maintenance interface
- Improve the UIT interface
- Improve history delete
- Provide cyclical inventory process
- Furnish the capability to edit the acquisition cost against the unit price
- Provide the means to automatically assign MCN
- Add "view of detail table" to the document registers inquiry
- Make available hand receipt holder reports in long or short versions
- Display "Due-In" quantity in the end item increase process
- Modify the lateral transfer process to select by document number
- Create "Serial Number" and "Bar Code" browses
- Display "Type Action" in the increase/decrease processes
- Provide a Federal Supply Class search box
- Add the capability to input different locations in the "End Item Increase Multiple Asset Add Process"
- Interface with Federal Logistics Record
- Provide depreciation of NDE for AWCF activities.

DATA CLEANSING FOR WLMP. All AMCISS users need to cleanse catalog records to ensure there is only valid data in your files. When we migrate to the new WLMP system, we must ensure all data is valid. To assist everyone with this task, CSC-Chambersburg is developing programs to look at all the data and provide a report of invalid data recorded in your catalog records. Later, other master files will require cleansing also. Please ensure your supporting information technology staff runs these tasks and all corrections are complete. (AMXIS-L/Mrs. Monn/DSN 793-6879)

USE OF MANAGEMENT REPORTS. Management reports provide the automated tools for an accountable officer to ensure property accountability. AMCISS provides many different reports. Samples of information

found in these reports are performance measures, inventory values, record discrepancies, file imbalances, inventory accuracy, dormant assets, aged excess, late receipt processing, late issue processing, aged due in/due out records, purchase requests not obligated, and assets in litigation. Simply reviewing management reports can provide a great deal of information about your supply operations and help assess supply discipline within the stock record account. These reports will help you preclude many problems by taking prompt action. (AMXIS-L/Mrs. Monn/DSN 793-6879)

AUTOMATED TOOL INVENTORY AND CONTROL TRACKING SYSTEM (ATICTS) HAS A NEW WEB ENABLEMENT MODULE (WEM). The contractor for ATICTS developed WEM allowing you to access ATICTS 2000 via the intranet/internet. You will select where you want to go for information via menu options that come up when you log on. One of the most exciting capabilities lies in kitting and reservations of tools. You will be able to create a kit template and then reserve the tools for when the kit is needed. WEM does not affect your existing ATICTS license; it has its own separate license. So, in other words if you acquire WEM, it will not mean, "converting over" to a new interface. Tobyhanna Army Depot (TYAD) was the test site for WEM and they really like it. TYAD ensured WEM was in full compliance with Section 508 requirements to accommodate the blind. We thank TYAD for their assistance in testing WEM. **A "job well done" to TYAD!!**

WEM is now available to all ATICTS users at a cost of \$9,500 plus travel expenses. This includes 2 days of contractor on-site time to install the module, two users port licenses, and train end users. If you feel you need more user ports, you can add them later, but unlike the existing Windows logon to ATICTS, when one logs on via WEM, one will only be using the "port" for the time it takes to load the page. This means that two users ports should accommodate many hits or users. If you have any questions, please call the undersigned. (AMXIS-L/Mrs. Duncan/DSN 793-8299).

AMC's MEMORANDUM OF INSTRUCTION (MOI) FOR USE OF BASE-LEVEL COMMERCIAL EQUIPMENT (BCE). We've completed the MOI for BCE and are waiting for comments from DA. The MOI outlines everything you need to know about the BCE Program. We incorporated a list of references applicable to the BCE Program; life cycle management of BCE; programming, budgeting, and accounting procedures; foreign currency transaction procedures; rules for first destination transportation costs; and funding violations. We went into specific detail about who is responsible for what and what those specific responsibilities were from the installation to DA. Additionally, a ready reference of all items in Supply Bulletin 700-20, chapter 6, BCE and BCE Major Command Approval items is in the MOI. We feel this MOI will answer any questions or concerns anyone might have. We hope to have it approved and available during 2d Quarter FY 02. (AMXIS-L/Mrs. Duncan/DSN 793-8299).

GET THOSE BCE TABLES OF DISTRIBUTION AND ALLOWANCES (TDA) CHANGES IN!!!

We recently had a data call for BCE requirements for FY 02-04. Many installations cited BCE equipment LINs that were not on their TDA saying they would change the LIN during the next TDA Management of Change (MOC) window. In order for the change to be acceptable to DA, you will require an AMXIS Log Number from AMXIS-L. To obtain a log number, send an E-mail to Chris Duncan at duncanj@ria.army.mil, with a short justification as to why you want to change the LIN. She will E-mail you back a log number and you will cite that log number as your authority for the change during the next MOC window. We encourage every AMC TDA unit to take a close look at their authorizations, and for any item you need to change to an SB 700-20, chapter 6, BCE LIN follow the same instructions provided above. We all need to take a hard look at our TDA authorizations versus commercial equipment we have on-hand and make our TDA authorizations match what we really need. Please keep in mind that if you have an SB 700-20, chapter 2 piece of construction equipment, plan to replace it with a commercial like item. Look at the commercial equipment in SB 700-20, chapter 6, for a LIN replacement. You will not qualify for BCE funds unless your current (chapter 6) authorization is in place. If you have any questions, please call Mr. Don Fuglsang, AMXIS-L, DSN 793-8361 or Mrs. Chris Duncan, AMXIS-L, DSN 793-8299. Again, we can't stress how important it is for you to perform this audit of your TDA. (AMXIS-L/Mrs. Duncan/DSN 793-8299).

DPAS AUTHORIZATIONS "GET WELL." Running the DPAS Authorization Update Delete Mass Change Process will identify missing authorization records and create pseudo records to restore compatibility between the Serial Hand Receipt/Bulk Hand Receipt Tables and the Approved Authorization Table. In addition, this process validates the authorization quantity on account with the actual on-hand quantity on the Serial Hand Receipt/Bulk Hand Receipt Tables, aligning the authorized, required, and on-hand quantities for non-TDA/MTE authorized assets. You may also choose to delete non-TDA/MTE authorization records with no on-hand or due-in assets. This process creates report DP9G511R Authorization Update Delete Report showing record counts (read, written, updated) for each UIC, pseudo authorizations for those missing, and deleted authorization records. We recommend you run this mass change process at least quarterly. (AMXIS-L/Ms. Kilpatrick/DSN 793-8317)

GET INVOLVED! You should get acquainted with WLMP; it will replace the Commodity Command Standard System, SDS, and AMCISS soon. The WLMP

- ♦ WLMP Web-Based Training Will Come Through the Learning Gateway
- ♦ Preview the new WLMP Learning Gateway
- ♦ Bridges and Uniques Defined
- ♦ MSC Reviews: Command SAP Orientation and Knowledge Exchange Visits
- ♦ Preparing the End User Via Instructor-Led Training Courses.

TEST, MEASUREMENT AND DIAGNOSTIC EQUIPMENT (TMDE) CALIBRATION.

There is a disturbing trend in the Research, Development, Test and Evaluation community toward not calibrating equipment as a cost saving measure. As a general practice, not calibrating sensitive data measurement and collection equipment is not good science. Experiments and tests must be repeatable to be valid. You can reduce maintenance costs, but do it thoughtfully and prudently. Equipment users and HRHs should review their TMDE on hand at least annually. If they don't use something regularly, store it and calibrate before use if that is appropriate. (AMXIS-L/Mrs. Everett/DSN 793-3266).

SHORT TERM VS. LONG TERM LEASE OF NONTACTICAL VEHICLES (NTVS).

Installation commanders have approval authority to short term lease NTV up to 60 days. Of course, they are not authorized to execute back-to-back 60-day leases to circumvent policy. Due to the events of 11 Sep 01, we know that installations have increased security requirements. These additional requirements call for more security vehicles. For the most part, commercial leasing satisfies the short-term leases. The MACOM (that's us) can approve installations to commercial lease NTVs for up to 365 days (long term). To obtain approval for long term NTV leasing, just call us and we will provide you with a commercial lease approval number. (AMXIS-L/Mrs. St. Clair/DSN 793-6334)

CORRECT AUTHORIZATIONS FOR THE NEW REACH STACKERS.

We request all our Tier 1 and 2 installations check their authorizations for LIN T49164, the new Reach Stacker. DA requires an authorization in place before shipment of any new item. We may receive 10 new Reach Stackers when funding is allocated. If and when money becomes available, we want all authorizations to be accurate and in place. This is the perfect time of year to make any necessary corrections. Please take advantage of this MOC window Jan-Mar 02. (AMXIS-L/Mr. Fuglsang/DSN 793-8361)

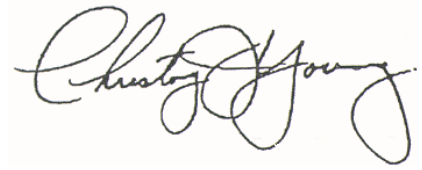
News provides information for all. We encourage you to subscribe at http://wlmpportalprod.wlmp.com/pls/portal30/url/page/wlmp_subscribe. The Jan 3, 2002 edition includes: (AMXIS-L/Mr. Strosahl/DSN 793-5827)

BETTER WAYS OF DOING BUSINESS

DIRECTORATE FOR INFORMATION OPERATIONS AND REPORTS (DIOR).

There is a great way to find DOD forms and reports. This website is a source of statistical information on DOD. Each form summary includes the publication number, title, and a brief description of the report's contents, available file formats, and estimated number of pages. Publications have been organized and listed according to the major functional areas of manpower and procurement. You can find your publication by using the following web address:

<http://www.dior.whs.mil>. (AMXIS-L/Mrs. Winston/DSN 793-8362).



FOR THE COMMANDER:

CHRISTOPHER J. YOUNG
Colonel, GS
Deputy Chief of Staff
for Installations